



Administrative Policies and Procedures: 28.6-DOE

Subject:	Youth Living Conditions
Authority:	TCA 37-5-106
Standards:	ACA-2-9125, 2-9127, 2-9207, 2-9227, 2-9278, 2-9288, 2-9326, 2-9332
Application:	To All employees and youth of Youth Development Centers.

Policy Statement:

Youth committed to Youth Development Centers shall be provided those items and activities necessary to ensure their safety, security and mental and physical well-being.

Procedures:

- A. Institutional dormitory rooms shall conform to the standards in policy #28.5 entitled "Standards for Physical Plant."
- B. Each youth shall be furnished with the following items:
 1. Bed and fire retardant mattress for sleeping
 2. Two (2) sheets and sufficient blankets to provide comfort under existing temperature controls
 3. Fire retardant pillow and pillow case
 4. Writing desk and chair
 5. Storage are for clothing and personal effects.
- C. Any removal or denial of the above items shall be only for the time deemed necessary to prevent life threatening situations and/or serious property damage. Any such removal or denial shall be documented in the appropriate log.
- D. Youth shall have access to adequate facilities for personal hygiene. Such facilities shall be supplied by each facility and shall include the following:
 1. Bath and/or shower accessible to youths on a daily basis and after strenuous exercise, when appropriate

2. Wash basin with hot and cold running water
3. Drinking fountain
4. Adequate toilet facilities available for use without staff assistance 24 hours a day.

E. Specific areas shall be designated to provide for the opportunity to engage in recreational and leisure time activities. There shall be a minimum of one hour of outdoor recreation for all youths per day. In the event inclement weather does not permit outdoor recreation, youths will be given the opportunity for a minimum of one hour of indoor activities in the gymnasium/swimming pool daily, subject only to limitations necessary for security and control of a particular individual youth(s).

F. A heating and ventilation and acoustical system to ensure healthful and comfortable living and working conditions for youths and staff, appropriate to summer and winter comfort zones, shall be provided.

G. Adequate floor space for youths shall be provided in the day room area of each living unit.

H. The population of the housing or living units shall not exceed the rated bed capacity of the facility.

I. In the absence of changes in American Correctional Association standards, there shall be one youth per sleeping room.

J. Youth shall be afforded correspondence and visitation privileges.

K. Youth will be allowed a reasonable amount of reading material.

L. Items necessary to maintain personal hygiene shall be provided, i.e. soap, deodorant, shampoo, toothbrush, toothpaste, towels, and wash cloths.

M. Youth shall be provided necessary medical and dental care.

N. Provisions shall be made at each facility for all youths to be properly clothed. Youth shall be afforded the opportunity to wear personal clothing. Exceptions may be made if required for security in the control unit or for clothing specific for recreational and vocational activities. Each facility will make available a selection of contemporary attire for youths who do not have sufficient clothing of their own.

O. Adequate eating facilities shall be provided by each Youth Development Center. Each facility shall provide at reasonable times three (3)-regularly scheduled meals daily. Weekend/holiday schedules may vary, with at least three (3) meals being provided and adequate snacks being made available in the evening. Two of the three meals must be served hot. There can be no more than fourteen (14) hours between the evening meal and breakfast.

Forms:	<i>None</i>
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(Note: This Policy Cannot Be Revised Without Prior Permission of Chancery Court, Davidson County, Nashville, Tennessee.)